

<b>Document</b>	<b>On Hand</b>	<b>Location</b>
Marriage Certificate		
Birth Certificates		
Baptismal Certificates		
Adoption Papers		
Citizenship Papers		
Passports		
Armed Forces ID Cards (Ck Expiration)		
Wills		
Family Medical Records		
Family Dental Records		
Shot Records		
Social Security Cards/Numbers		
Court Orders (Divorce/Child Custody)		
Copy of Emergency Data Card		
Copy of SGLI Election Form		
Addresses/Phone Nrs of Immed Family		
Powers of Attorney		
Copies of TDY/PCS Orders		
Insurance Policies (Life, Auto, Home and Personal Property)		
Leave and Earnings Statements		
Bank Account Nos (Checking/Savings)		
Checkbook		
List of Investments/Bonds		
Deed/Mortgage Papers		

<b>Copies of Installment Contracts</b>		
<b>Credit Card/Club Card</b>		
<b>Federal and State Tax Records</b>		
<b>Driver's License</b>		
<b>Car Registration, Title and Inspection Certificate</b>		
<b>POV Shipping Documents (OCONUS)</b>		
<b>Warranties on Car or Appliances</b>		
<b>Inventory of Household Goods</b>		
<b>Pet Health/Vaccination Records</b>		
<b>Ration Book (OCONUS)</b>		
<b>Gas Coupons (OCONUS)</b>		
<b>Extra Keys (Car/House/Safe Dep Box)</b>		
<b>Diplomas/School Transcripts</b>		
<b>Spouse's Employment Resume and Work</b>		
<b>Experience Information</b>		
<b>Family Photo Albums</b>		
<b>List of Important Phone Nos (FSG, Emergency Nos)</b>		
<b>Dependent Child Care Plan</b>		